

ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

6000. 41

2/18/92

POLICY GOVERNING CONTRACTOR-ASSISTED MAINTENANCE FOR
SUBJ: THE NATIONAL AIRSPACE SYSTEM

1 PURPOSE. This order establishes the policy for the Federal Aviation Administration (FAA) contractor-assisted maintenance program (CAMP). This program provides for augmentation of the Airway Facilities (AF) field maintenance work force where needed to support the operation of the National Airspace System (NAS). This order does not apply to other forms of contractor support or contract maintenance.

2 DISTRIBUTION. This order is distributed at the director level within the Associate Administrator for System Engineering and Development, the Associate Administrator for NAS Development, the Associate Administrator for Airway Facilities, the Associate Administrator for Air Traffic, and the Office of System Capacity and Requirements; to division level in the Office of Labor and Employee Relations, Air Traffic Plans and Requirements Service, Office of Air Traffic System Management, Office of Acquisition Support, Program Manager for Advanced Automation, Program Directors for Automation, Navigation and Landing, Surveillance, Communications and Aircraft Acquisition, and Weather and Flight Service Systems, NAS Program Management Service, Research and Development Service, Operations Research Service, NAS System Engineering Service, and Facility System Engineering Service; to branch level in the Systems Maintenance Service and the NAS Transition and Implementation Service in Washington headquarters; to division level at the FAA Logistics Center and the Office of Research and Technology Applications; Resource Management Service, Engineering, Test, and Evaluation Service; and Engineering, Research, and Development Service at the FAA Technical Center; to branch level in the regional Airway Facilities divisions; and to the Airway Facilities sectors, sector field offices, sector field office units, and sector field units with a standard distribution.

3. BACKGROUND. Implementation of the NAS Plan has had and will continue to have a significant impact on the maintenance operations of the AF sector. In addition, the field maintenance capability has been temporarily reduced due to the high attrition of the technical work force. The ability to meet the AF mission during this time can be enhanced through augmentation of the work force with contractor-assisted maintenance support.

Distribution: A-W(SD/ND/AF/AT/SC)-1; A-W(LR/TR/TM/SU/AP/NA)-2: Initiated By ASM-240
A-W(NN/NR/NC/NW/PM/RD/OR/SE/FE)-2; A-W(SM/NS)-3;
A-Y(DE)-2; A-Z(CL/CM/CN/CD)-2; A-X(AF)-3; A-FAF-2/3/7(STD)

4. AUTHORITY-TO CHANGE ORDER. The Associate Administrator for Airway Facilities, AAF-1, is delegated the authority to issue changes to this order. The Administrator reserves the right to approve changes which establish policy or further delegate authority.

5. POLICY. The responsibility for the maintenance of all FAA NAS facilities resides with the FAA. The FAA policy dictates that all AF field elements be staffed with sufficient personnel to accomplish this mission. The Associate Administrator for Airway Facilities may determine that augmentation of the FAA work force with contractor-assisted maintenance is in the best interest of the Government:

a. To ensure NAS user service integrity is maintained to FAA standards.

b To provide an acceptable level of support for a specified period of time.

6. DEFINITIONS.

a. Personnel Certification. Confirmation that an FAA employee possesses the necessary minimum knowledge and skills to determine the operational status of a service/system/subsystem/equipment.

b Personnel Verification. Confirmation that FAA contract maintenance personnel possess the necessary minimum knowledge and skills to determine the operational status of a service/system subsystem/equipment.

7 CONTRACT LIMITATIONS. When it is determined by AAF-1 that contractor-assisted maintenance is required, the following limitations will apply:

a. For a period not to exceed 2 years during which FAA work force training and/or support requirements are being satisfied.

b For period not to exceed 2 years during which sufficient FAA employees are recruited and trained to assume full maintenance responsibilities.

c. For an extended period not to exceed 5 years when it is determined to be in the best interest of the Government.

8 CONTRACT REQUIREMENTS. Contractor maintenance personnel shall have a level of knowledge, skills, and abilities equivalent to the

level required of FAA maintenance personnel. The maintenance augmentation contract shall include standards requiring the following:

- a. Contract Clauses. The contract shall include contract clauses which will specify if the contractor is to provide administrative support (i.e., telephones, desks, secretaries, etc.), tools, test equipment, special clothing items, and disposition of contractor-furnished materials upon termination of the contract.
- b. Training. Training shall be provided by the contractor for the contract maintenance technician (CMT). The contractor shall ensure that the CMT has a level of training equivalent to the level of training of an FAA technician.
- c. Personnel Verification. CMT's shall acquire verification authority approved by the FAA in accordance with the latest edition of Order 3400.3, Airway Facilities Maintenance Personnel Certification Program. The contractor shall provide and maintain the necessary documentation to support the issuance of verification authority. Prior to independently working on any equipment or system, the CMT shall be assigned site-specific responsibility, in writing, by the appropriate sector manager.
- d. Equipment Maintenance. Maintenance performed by CMT's shall be in accordance with the procedures in the latest edition of Order 6000.15, General Maintenance Handbook for Airway Facilities, and appropriate facility equipment technical manuals.- This includes, but is not limited to, the proper evaluation of equipment/system operation and maintaining the appropriate technical documentation (facility reference data files, facility logs, performance records, etc.).
- e. Equipment Verification. CMT's shall be responsible for equipment/system verification when assigned.
- f. Restoration. CMT's shall be required to provide services consistent with the FAA restoration requirements for the assigned facilities. Restoration levels will be established in accordance with the latest edition of Order 6030.31, Restoration of Operational Facilities.
- g. Performance. The appraisal of contract maintenance shall be in accordance with the performance measurement of the contract. Contracts shall contain termination for default clauses.

9. RESPONSIBILITIES. The following responsibilities are assigned:

a. Program Oversight and Control is assigned to the Systems Maintenance Service, ASM. This includes the development of implementation planning and direction, program control, contract guidelines, national union coordination, and budgetary submission, Contract maintenance shall be reevaluated every 2 years to determine if it is advantageous for the FAA to continue the contract.

b. Program execution responsibilities are assigned to the regional AF divisions. These include program implementation, local union coordination, providing contracting officer technical representatives, monitoring and evaluating contractor performance, and reporting. The regional AF division managers will establish procedures to ensure program accomplishment.

10 UNION COORDINATION.= Coordination with the union shall be completed in accordance with union agreement.

11 WAIVER. All requests for waiver to any portion of this policy for specific 'contractor-assisted maintenance within the NAS shall be submitted for approval to the Associate Administrator for Airway Facilities. The request shall contain rationale for the waiver, justification, and other appropriate information to support the request.



Barry Lambert Harris
Acting Administrator